

Site Accreditation Report – Youth and Family Services

Completed: September 19th, 2018

Levels of Care Reviewed:

Substance Use Disorder (SUD) Services

Prevention

Outpatient Services

Review Process: Youth and Family Services was reviewed by the Division of Behavioral Health staff for adherence to the Administrative Rules of South Dakota (ARSD) and Contract Attachments. The following information was derived from the on-site accreditation survey of your agency. This report includes strengths, recommendations, and citations for Plans of Corrections and results from reviewing policies and procedures, personnel files, client charts, and conducting staff interview.

Administrative Review Score: 96.4%

Combined Client Chart Review Score: 93.5%

Cumulative Score: 94.9%

ADMINISTRATIVE REVIEW SUMMARY

Strengths:

The agency provides several different services to youth and family on their campus. The agency has strong community relationships with treatment and prevention services under one roof which provides a unique continuum of care. The prevention coalition at Youth and Family Services is a Native American based curriculum that is used to help provide culturally relevant material to youth. As the prevention resource center, the prevention coordinator has strong relationships with all ten prevention agencies in the area. The agency advocates for treating individuals on a co-occurring basis which is apparent as many of their staff are dually licensed in both substance use disorders and mental health. Youth and Family Services has strong community ties and partners with many other agencies in the area. Youth and Family Services has a large library of prevention resources that the community can utilize. The agency has “play areas” as well as sand trays and art to help their youth clients express themselves during a counseling session.

Recommendations: None

Plan of Correction:

The following areas will require a plan of correction to address the rule of non-compliance which shall include an updated policy and/or procedure, a time frame for implementation of this procedure, the staff

position or title responsible for implementation and the staff position or title responsible for ensuring continued compliance of these rules.

1. The agency has a policy on guaranteed client rights per ARSD 67:61:06:02. The client rights policy includes four of the six guaranteed client rights and should be updated to clearly identify all client rights. The following items from this Rule are missing from the forms:
 - iv. To have access to an advocate as defined in subdivision ARSD 67:61:01:01(4) or an employee of the state's designated protection and advocacy system;
 - vi. The right to participate in decision making related to treatment, to the greatest extent possible.
2. The contract attachment requires agencies to publicize priority services for pregnant women, women with dependent children and IV users. The prioritized service needs to be documented in a policy and procedure. Please reference your contract attachment 1.

CLIENT CHART REVIEW SUMMARY

Strengths: The integrated assessments were thorough and organized. Discharge summaries were on time and detailed. Progress notes were well documented with a co-occurring focus.

Recommendations: None

Plan of Correction: The following areas will require a plan of correction to address the rule of non-compliance which shall include an updated policy and/or procedure, a time frame for implementation of this procedure, the staff position or title responsible for implementation and the staff position or title responsible for ensuring continued compliance of these rules.

1. The treatment plans reviewed did not demonstrate client involvement and did not document that the treatment plan was completed within thirty days of admission. The agency should add a date next to the counselor's signature on the treatment plans to ensure documentation confirms completion of treatment plan development within thirty days as required in ARSD 67:61:07:06.
2. According to ARSD 67:61:07:07, continued service criteria, the program shall document for each client the progress and reasons for retaining the client at the present level of care. Youth and Family Services did not complete any continued service reviews for the clients reviewed as they reported having trouble completing them in STARS. As a reminder, Youth and Family Services should develop their own format as these are not to be entered into STARS.